



MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Walter P. Johnson, Town Administrator
RE: Weekly Report
DATE: October 11, 2016



Town Administrator: This past week's activities included our October Department Head meeting, the start of reviewing FY17 department budgets, attendance at the Milfoil Committee meeting on Wednesday, and the TAP presentation (Transportation Alternative Program) Grant application for Phase IIIA of the Pathway project to a panel at LRPC along with our Town Engineer. On Thursday I met with Selectman Jean Beadle to finalize the wording and format of the revised Employee Manual and on Friday I attended a discussion with only one candidate for Governor, Councilor Sununu at NHMA where I expressed the concern of the Select Board and Moultonborough taxpayers of the need to resolve education funding without the return of donor towns. Throughout the week I prepared for the regular Select Board meeting on Thursday evening. This week I will meet with representatives from the Suicide Prevention Coalition, and Library Trustees Chair, Laurie Whitley regarding the FY17 Library budget. I will continue reviewing the Department Head budget submissions, and prepare for the Select Board's regular meeting on Thursday evening. Have a great week everyone!

Finance: Nothing to report this week.

Assessor: Nothing to report this week.

Tax Collector: Nothing to report this week.

Town Clerk: Nothing to report this week.

Public Works & Facilities: Last week Highway crews continued with assisting the trucking needs for the reconstruction of High Haith and the 2016 Road Program. We also met with the paving contractor to begin layout on Redding Lane. Work at the PSB continued with soil stabilization fabric, underdrain, and base gravel installations.

Facilities & Grounds: The Grounds crew is gearing up for the fall clean up season. The heat season is here and the boilers and the furnaces have been fired up. The weekly disposal of milfoil is slowly coming to an end. I have been working on the budget and getting some pricing for new equipment, mowers, trimmers and blowers. I attended a seminar on weatherization on Thursday. We set up the new light boards to help commuters going to the fair about traffic delays.

Waste Management Facility: This week we shipped out 2 msw, 2 demolition and 2 single stream recycle, 1 clean wood and 1 shingle. We mailed out to have recycled 110 cell phones to Operation Gratitude for the troops, 200 ink cartridges, and 40 lbs. of small recyclable batteries.

Moultonborough Police Department: Nothing to report this week.

Moultonborough Fire Department: Year to date there has been 694 calls for emergency service.

For the period of 9/30/16 to 10/06/16, there were 12 calls for service: (7) EMS calls; (1) Motor vehicle accident with injuries; (4) Assist the physically disabled. There were no instances of Moultonborough receiving or giving mutual aid. There were no instances of overlapping incidents (two incidents ongoing simultaneously).

Overall Average Response Time (Time of dispatch to apparatus/rescue on scene) 8:25 min/sec

Overall Average Manpower per incident: 3 Firefighters/Incident

Day Time Average Response Time (Time of dispatch to apparatus/rescue on scene) 6:02 min/sec

Overall Average Day Time Manpower per incident: 3 Firefighters/Incident

Night/Weekend Average Response Time (Time of dispatch to apparatus/rescue on scene) 10:08 min/sec

Overall Average Night/Weekend Manpower per incident: 3 Firefighters/Incident

Office of Development Services Planning: Nothing to report this week.

Human Services: Nothing to report this week.

Recreation Department: After taking a break for the holiday weekend, Youth Soccer and Volleyball will resume this week. The Carroll County Soccer Team will play in the Mt. Washington Valley Tournament this Saturday, Oct. 15 in Conway, NH. MRD staff is preparing for the annual Halloween Party which will take place on Friday, October 28, from 5:30-7:30 p.m. at MCS. Student and adult volunteers are needed to make this event successful! In addition to the games, costumes, prizes, and food, this year, MRD will be adding a "Haunted Hallway" to the event. The large meeting room at the Recreation Dept. is now open for drop-ins on Monday and Thursday mornings from 8:30-11 a.m. Young children are able to come in and play, while the adults can chat and share ideas.

Important Dates to Remember

Board of Selectmen's Meeting, October 13, 2016, 7 PM

Board of Selectmen's Meeting & Public Hearing 2016 Tax Sale, October 20, 2016, 7 PM

Convention of Committees Meeting, Public Library, October 24, 2016, 5:30 PM

Board of Selectmen's Work Session, October 27, 2016, 4 PM

Department Head Meeting, Tuesday – November 1, 2016, 9 AM